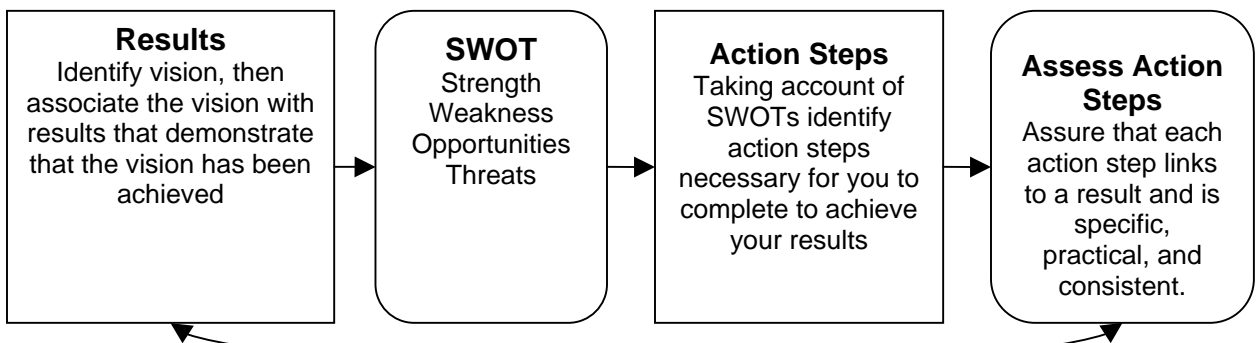


**Utah 2030**  
**Final Phase: Planning**  
**Brief Part III**  
November 1, 2006  
**(Brief Due: December 1)**

In Brief Part II, you identified your department's priority issues. The final step in this process is development of a plan to make progress on your priority issue in the next two years.

1. Describe where you want to be in January 2008. What progress will you have made toward addressing your priority issue? Will you succeed by collaborating with other state agencies or organizations in the private sector? Describe specifically the **results** that show that you have been successful in addressing the priority issue. What are the attributes of success?
2. Briefly list two to three *existing* **strengths** (S), **weaknesses** (W), **opportunities** (O), and **threats** (T) that relate to your department's ability to address your priority issue. Strengths and weaknesses are internal to your department. Opportunities and threats are external. It is not necessary to identify your SWOTs in your brief, although they will shape your plan.
3. Building on strengths, addressing weaknesses, taking advantage of opportunities, and avoiding threats, identify the **action steps** that will help you to successfully address your priority issue. Action steps can be department-wide actions that are part of the department's overall operations, policies, or services. Action steps can also be specific to the work of addressing your priority issue. Identify action steps as either *must do* or *should do*. Your action steps will be identified in your brief.
4. For each action step you have identified, consider whether it is specific, practical, internally consistent, and mutually supportive. In addition, link each action step to the results that you identified in response to Question 1. If you cannot link the action steps to your vision of success, consider whether the action step is appropriate. If the action step is clearly necessary, consider whether you need to change the attributes of success outlined in Question 1.



**Utah 2030**  
**Final Phase: Planning**  
**Brief Part III**  
November 1, 2006  
**(Brief Due: December 1)**

For Brief Part III, identify at least one result, but no more than three results, for each priority issue. There is no need to restate Brief Part II; rather provide only enough of a description of the priority issue to link it to the issue described in detail in Part II. For each result, state the action steps necessary to get you from where you are today to where you wish to be in two years.

- Try to keep the brief to 3 pages double spaced.
- Any new abbreviations or acronyms should be spelled out the first time they are used.
- Please use the format(s) outlined below for your brief to assure consistency among the various departments' briefs. If you wish, you can use different formats for different priority issues.

<b>Priority Issue #1</b>  _____  _____  <b>Actions:</b> <ul style="list-style-type: none"><li>• _____</li><li>• _____</li><li>• _____</li><li>• _____</li><li>• _____</li><li>• _____</li></ul> <b>Results:</b>  _____  _____
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Priority Issue #2</b>  _____  _____  <b>Action:</b>  _____  _____  <b>Result:</b>  _____  _____  <b>Action:</b>  _____  _____  <b>Result:</b>  _____  _____
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------